

**MINUTES OF
BOARD OF COUNTY COMMISSIONERS
BRADFORD COUNTY, FLORIDA
REGULAR SCHEDULED MEETING 6:30 P.M.
THURSDAY, NOVEMBER 19, 2015**

The Bradford County Board of County Commissioners convened in a regular meeting on Thursday, November 19, 2015, at 6:30 p.m., in the County Commission Chambers at 945 North Temple Avenue, Starke, Florida.

PRESENT: Commissioner Chandler, Commissioner Sellars, Commissioner Lewis, Commissioner Thompson, and Commissioner Riddick.

ALSO PRESENT: Brad Carter, County Manager; Rachel Rhoden, Deputy County Manager, Will Sexton, County Attorney, Ray Norman, Clerk of Courts, Jim Farrell, Finance Director; Marlene Stafford, Deputy Clerk; Dean Bennett, Facilities Maintenance Director; Paul Funderburk, Road Superintendent; Kelly Canady, Community Development Director; Benji Bennett, Emergency Management Planner; Mark Crawford, Press; Allen Parrish, Emergency Medical Services Director; and Brian Johns, Emergency Management Director.

CALL TO ORDER: Chairman Chandler called the meeting to order at 6:30 p.m.

BOARD REORGANIZATION:

A. ELECT CHAIRMAN

Commissioner Riddick NOMINATED Commissioner Lewis, Seconded by Commissioner Thompson. With no further nominations, the nomination CARRIED 5-0. Commissioner Chandler turned the gavel over to newly elected Chairman Lewis.

B. ELECT VICE-CHAIRMAN

Commissioner Sellars NOMINATED Commissioner Riddick, Seconded by Commissioner Thompson. With no further nominations, the nomination CARRIED 5-0. Commissioner Riddick will serve a Vice-Chairman for 2016.

PUBLIC COMMENTS: None.

CONSENT AGENDA

- A. MINUTES OF REGULAR SCHEDULED MEETING OF 10-15-15
- B. MINUTES OF REGULAR SCHEDULED MEETING OF 11-02-15
- C. LEASE AGREEMENT WITH THE OFFICE SHOP FOR A COPYSTAR 6500-I (Copy/Scan/Fax Machine) FOR THE COUNTY MANAGER'S OFFICE. SIXTY (60) MONTH LEASE AGREEMENT/\$232.60 A MONTH (Piggyback of Marion County Contract/Bradford County Contract)
- D. CONSIDER APPROVAL OF A DISCLAIMER OF INTEREST AND RELEASE OF MORTGAGE ON A PIECE OF PROPERTY LOCATED AT 998 THOMPSON STREET, STARKE
- E. CONSIDER APPROVAL OF A LETTER SUPPORTING THE NORTH FLORIDA ECONOMIC DEVELOPMENT PARTNERSHIP (NFEDP) 2015 GRANT APPLICATION FOR RURAL REGIONAL DEVELOPMENT

Commissioner Sellars moved, seconded by Commissioner Chandler, and carried 5-0, to approve the [Consent Agenda](#) in its entirety.

PAYMENT OF BILLS--COMMISSIONER CHANDLER:

Commissioner Sellars advised that she reviewed the bills. *Commissioner Chandler moved, seconded by Commissioner Sellars, and carried 5-0, to approve the bills as reviewed.* (The Distribution List is on file in the Finance Department of the Office of the Clerk of Courts.)

COUNTY ATTORNEY REPORTS--WILL SEXTON: None.

SHERIFF REPORTS--GORDON SMITH: None.

CLERK REPORTS--RAY NORMAN

A. YEAR-END BUDGET AMENDMENTS AND RESOLUTIONS FOR FY2014-2015

Mr. Farrell presented Budget Amendments and Resolutions for the 2014-2015 year-end as follows:

Budget Amendments-12 Pages (Line item amendments within the same fund/department and from one department to another, which is indicated in bold.)

Commissioner Sellars moved, seconded by Commissioner Riddick, and carried 5-0, to approve the Budget Amendments as presented.

Budget Resolutions for Unanticipated Revenue

Mr. Farrell explained each resolution and read the titles into the record.

--GENERAL FUND (\$8,330.00)--ELECTIONS FEDERAL HHS GRANT

Commissioner Thompson moved, seconded by Commissioner Sellars, and carried 5-0, to adopt the Resolution as presented. (The Resolution was assigned No. 2015-30.)

--GENERAL FUND (\$30,751.00)--VFD GRANTS

Commissioner Sellars moved, seconded by Commissioner Thompson, and carried 5-0, to adopt the Resolution as presented. (The Resolution was assigned No. 2015-31.)

--GENERAL FUND (\$5,472.00)--EMPA BASE GRANT

Commissioner Chandler moved, seconded by Commissioner Sellars, and carried 5-0, to adopt the Resolution as presented. (The Resolution was assigned No. 2015-32.)

--GENERAL FUND (\$41,195.00)--FEMA MITIGATION GRANT

Commissioner Chandler moved, seconded by Commissioner Sellars, and carried 5-0, to adopt the Resolution as presented. (The Resolution was assigned No. 2015-33.)

--TRANSPORTATION TRUST FUND (\$86,498.00)--SCOP GRANTS

Commissioner Sellars moved, seconded by Commissioner Riddick, and carried 5-0, to adopt the Resolution as presented. (The Resolution was assigned No. 2015-34.)

COUNTY MANAGER REPORTS--BRAD CARTER:

A. SCOPE OF WORK FOR REPAIRS TO THE LAWTEY VOLUNTEER FIRE DEPARTMENT/EMS STATION 5--ROBERT TAYLOR, COUNTY ARCHITECT

Mr. Carter advised that this item is not ready for presentation, and would be brought back to the Board at a later date.

B. RESOLUTION--AUTHORIZING EXECUTION OF A TRANSFER AND MAINTENANCE AGREEMENT WITH THE STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION--JEROME KELLEY, COUNTY ENGINEER

Mr. Kelley advised that FDOT would like the County to enter into a Transfer and Maintenance Agreement to take over and maintain certain roads relating to the truck route (bypass) once they are complete. These roads fall into two categories: realignment of existing county roads to tie into the bypass, and new roads that are a result of isolated parcels that the bypass cuts off from public access.

With the assistance of a large map, Mr. Kelley conducted a review of the bypass route and the roads in question.

Discussion ensued.

Mr. Sexton read the title of the resolution into the record.

Commissioner Chandler moved, seconded by Commissioner Sellars, and carried 5-0, to adopt the Resolution Authorizing the Execution of a Transfer and Maintenance Agreement with FDOT, as presented. (The [Resolution was assigned No. 2015-35.](#))

Mr. Kelley reported that the FDOT funded programs such as SCRAP, SCOP and CIGP are being cut significantly. The County will make adjustments to get the best use for the funding received.

Mr. Carter advised that staff would work with FDOT in making any adjustments. The Board may have to make some amendments to the priority list.

Incited by inquiry of Chairman Lewis, Mr. Kelley advised that bids would be opened for 104th on December 3rd. Depending on the bids, funds may have to be shifted around, or the scope of work may need to be amended, to finish the project.

C. REQUEST PERMISSION TO ADVERTISE (internally to include volunteers) FOR A PART-TIME FIREFIGHTING TRAINING OFFICER POSITION (Hourly Wage - \$14) IN THE EMERGENCY MANAGEMENT DEPARTMENT--BRIAN JOHNS, EMERGENCY MANAGEMENT DIRECTOR

Mr. Johns requested permission to advertise (internally to include volunteers) for a part-time Firefighting Training Officer Position. Mr. Johns expounded on the need for the position and verified that there are adequate funds in the budget for the position.

Commissioner Thompson moved, seconded by Commissioner Riddick, and carried 5-0, to grant permission to advertise the position as requested.

D. REQUEST AUTHORIZATION FOR THE FOLLOWING--ALLEN PARRISH, EMERGENCY MEDICAL SERVICES DIRECTOR

Mr. Parrish requested authorization to:

1. TERMINATE AN AGREEMENT BETWEEN BRADFORD COUNTY AND NRA GROUP, LLC d/b/a NATIONAL RECOVERY AGENCY FOR COLLECTION OF DELINQUENT AMBULANCE FEES FOR SERVICE

In an effort to improve revenue streams from EMS billing, Alachua County is suggesting that the County would be more fruitful with a different collection agency. Alachua County has a good success rate with their current collection agency, GILA Corporation d/b/a Municipal Services Bureau.

Commissioner Thompson moved, seconded by Commissioner Riddick, and carried 5-0, to terminate the agreement with NRA Group, LLC d/b/a/ National Recovery Agency, as requested.

2. ENTER INTO AN AGREEMENT WITH GILA CORPORATION d/b/a MUNICIPAL SERVICES BUREAU FOR THE COLLECTION OF DELINQUENT AMBULANCE FEES FOR SERVICE

Commissioner Chandler moved, seconded by Commissioner Sellars, and carried 5-0, to enter into an agreement with GILA Corporation d/b/a Municipal Services Bureau for the collection of delinquent ambulance fees for service.

Mr. Parrish advised that he would bring the agreement back to the Board once it has been drafted.

E. 2016 HOLIDAY SCHEDULE

Ms. Rhoden presented the 2016 Holiday Schedule for consideration. Incited by inquiry of Chairman Lewis, Ms. Rhoden explained that based on the language in the County's personnel policy regarding the day on which Christmas falls, the 2016 schedule does not include a holiday for the observance of Christmas Eve.

Commissioner Chandler moved, to approve the 2016 Holiday Schedule as presented. Commissioner Thompson seconded the motion.

(11-19-15 Regular Meeting)

Mr. Sexton advised that the personnel policy also states that the employees receive 11 paid holidays. By approving the list as presented, the employees will receive 10 paid holidays.

Clerk Norman advised that the Courts have declared Friday, December 23 and Monday, December 26 as paid holidays for 2016. His office is going to follow suit with the courts.

Discussion ensued.

Commissioner Chandler rescinded his motion. Commissioner Thompson rescinded his second.

Commissioner Sellars moved, seconded by Commissioner Thompson, and carried 5-0, to approve the 2016 Holiday Schedule as presented and to include December 23, 2016 to observe Christmas Eve.

F. 2016 BOCC MEETING SCHEDULE

Ms. Rhoden presented the meeting schedule for consideration. Monday meetings falling on County holidays (July 4 and September 5) have been moved to Tuesday (July 5 and September 6).

Incited by inquiry of Chairman Lewis, Mr. Sexton advised that the list could be amended later as long as there is adequate time to advertise.

Commissioner Riddick moved, seconded by Commissioner Sellars, and carried 5-0, to approve the 2016 BOCC Meeting Schedule as presented.

COMMISSIONERS' COMMENTS:

Commissioner Riddick:

A. CONSIDER APPROVAL OF A LETTER SUPPORTING THE ORIGINAL FLORIDA TOURISM TASK FORCE 2015 GRANT APPLICATION FOR RURAL REGIONAL DEVELOPMENT

Commissioner Riddick requested approval of a letter supporting the Original Florida Tourism Task Force 2015 Grant Application for Rural Regional Development.

Commissioner Thompson moved, seconded by Commissioner Riddick, and carried 5-0, to approve a letter supporting the Original Florida Tourism Task For 2015 Grant Application for Rural Regional Development.

B. CONSIDER APPROVAL OF A CONTRIBUTION REQUEST IN THE AMOUNT OF \$4,000.00 TO THE ORIGINAL FLORIDA TOURISM TASK FORCE

Commissioner Riddick requested approval of a \$4,000.00 contribution to the Original Florida Tourism Task Force for 2016. He advised that while he is not certain that the County's \$4,000.00 investment was a contributing factor, in 2013-2014 the revenue from the bed tax increased by 12%. The website that will include local events is almost complete. The County needs to make sure that all events are provided to them for inclusion on the website.

(11-19-15 Regular Meeting)

Commissioner Chandler advised that although he does not have a problem with approving the \$4,000 contribution for one more year, there needs to be a way to measure what the County is getting for the investment. The Commission has to prepare for impending budget cuts. There should be more focus on creating more jobs in the County.

Commissioner Riddick advised that he has asked Ms. Rhoden to give a presentation of the website during a Board meeting once the website is complete.

Following some discussion regarding whether the \$4,000 was budgeted in the 2016 budget, there was a consensus to hold off on approving the expenditure until the next regular meeting (December 7).

- Commissioner Riddick reported that Mr. Timothy Taylor contacted him and asked if the County Commission would consider scheduling a workshop with the City of Starke, on Friday, December 4 at 6:30 p.m. to discuss recreation.

Following discussion, there was a consensus that if efforts to set a workshop with the City continue to be unfruitful, the County Commission will decide what they are willing to do, attend a City Commission meeting and Commissioner Chandler will address them during public comments.

Each Commissioner wished everyone a Happy Thanksgiving.

Commissioner Chandler commented on the following:

- Reported on his attendance at the Small County Coalition Legislative Days. As Governor Scott is working on budget cuts, the County needs to make every effort to stay whole. We cannot depend solely on the Small County Coalition for representation. This Board needs to remain active in making our needs known.

Mr. Carter advised that during and since the Economic Development Summit, he has been in contact with Jeff Hendry with North Florida Economic Development Partnership. Realizing the Board's desire to get all we can out of the County's contribution to the Partnership, Mr. Hendry has been asked to meet with the Local Economic Development Committee on December 7, to discuss website enhancements and marketing strategies. Since December 7 is also a regular meeting of the Commission, maybe the Commission would like him to attend the meeting as well, to address economic development.

There was a general consensus to invite Mr. Hendry to make a presentation at the December 7 regular meeting.

(11-19-15 Regular Meeting)

CHAIRMAN COMMENTS—EDDIE LEWIS:

- Expressed his appreciation for allowing him the opportunity to serve as chairman.

ADJOURN: There being no further business, the meeting adjourned at 7:32 p.m.

**BOARD OF COUNTY COMMISSIONERS
BRADFORD COUNTY, FLORIDA**

EDDIE J. LEWIS, CHAIRMAN

ATTEST:_____
RAY NORMAN, CLERK TO THE BOARD

Minutes prepared by Marlene Stafford, Deputy Clerk

Minutes approved by BOCC at the Regular Scheduled Meeting of _____